

## **ENVIRONMENTAL HEARINGS OFFICE**

### **Minutes of Meeting April 15, 2010 10:00 a.m.**

The April 15, 2010 meeting was called to order by Chair Andrea McNamara Doyle in the Boards' office in Lacey, Washington. Present were Chair Andrea McNamara Doyle, Board Members Bill Lynch and Kathy Mix and Administrative Appeals Judges Kay Brown and Phyllis Macleod, Administrative Manager Robyn Bryant, Hearings Coordinator Debbie Joblonski, and Administrative Secretary Janet Buechler. Minutes of the March 9, 2010 meetings were read and approved as corrected.

Handouts were distributed for review which included the pollution, shoreline, forest practice, hydraulic, and environmental and land use appeals filed, a brief summary of all cases that have closed and the Case Statistics Report.

#### **Appellate Update**

Andrea Doyle reported that no new Superior Court appeals had been received since the last meeting. Andrea also updated the status of both the *Kinzel* and *West* actions against the Shorelines Hearings Board and the Pollution Control Hearings Board.

#### **Financial Update**

Robyn Bryant reported that the agency still maintained a small budget surplus due to the vacant position and due to savings and reductions made in other areas, including travel.

Andrea discussed the effects of the new state budget on the EHO. Additional money was provided for employee health costs. Money was also approved to fund the office move request.

The EHO budget will take a \$27,000 compensation budget reduction due to the passage of SB 6503, the temporary layoff bill. Each agency may submit a compensation reduction plan to OFM to achieve the cost reduction or the agency can close on ten, pre-determined days beginning in July 2010.

Additionally, there were state budget cuts targeted at Exempt Management Service positions. Not enough information is currently available to determine how these cuts affect the EHO. Also not yet allocated are IT service cuts.

### **Building/Move Update**

With funding for a move now available, the architect has begun final planning for our new space in the parks building. Robyn is working on many of the details such as the phone and security systems and notifying the public of the move.

### **Records Management**

Everyone has started the process to identify and manage paper records in individual work areas. Records to be retained are being identified and unnecessary papers are being discarded in anticipation of the move.

### **Miscellaneous**

A group was formed to refine the rules and procedures in place concerning e-filing of documents.

It was announced that the forms committee has completed its work and the new forms are on the network directory for everyone's use.

Meeting adjourned.

Janet Buechler  
Administrative Secretary